

MINUTES

MEETING OF THE PLAN COMMISSION

OF THE TOWN OF POLK WASHINGTON COUNTY

POLK TOWN HALL 3680 Hwy 60, Slinger, WI. 53086

Tuesday, October 04, 2016 7:30 PM Immediately Following Public Hearing

Approved 11-1-2016

I. Call meeting to Order. The meeting was called to order by Chairman Albert Schulteis at 7:47 PM immediately following the Public Hearing. The Pledge of Allegiance was recited.

- A. Official Meeting Notification.** Chairman Schulteis reported that the notice of the meeting was sent to the West Bend Daily News, the Hartford Times Press, WBKV, WTKM, Milwaukee Journal Sentinel, and posted at the Town Hall, Roskopf RV Center, and Cedar Lake Hills bulletin boards.
- B. Roll Call.** Present: Chairman Albert Schulteis, Supervisor Robert Roecker. Members Jeffrey Fehring, Karen Reiter, William Whitney, Dennis Sang, Zoning Secretary, Tracy Groth. Visiting Supervisor, Theodore Merten. Excused absence, Mark Peters.
- C. Silent Prayer.** Chairman Schulteis asked for a Moment of Silent Prayer.
- D. Approval of the Plan Commission Meeting September 6, 2016**
A minor typographical error was noted. William Whiney moved to approve the Minutes as corrected. Robert Roecker seconded the motion. All voted in favor and the motion carried.
Approval of the Special Plan Commission Meeting September 14, 2016
Karen Reiter moved to approve the Minutes as printed. Jeffrey Fehring seconded the motion. All voted in favor and the motion carried.

II. Unfinished Business- NONE

III. New Business: Review/Action

- A. Conditional Use Permit in accordance with Section 4.0 and Section 3.03(2)(J) CONDITIONAL USES of the Town of Polk Zoning Ordinance, to operate an equine boarding facility and horseback riding facility. Business to be located at 4371 Arthur Road, Town of Polk, Washington County, Wisconsin. Property Owners Donald W. and Renee D. Elias. Tax Key No. T9-0394-00C.**

The applicant, Renee Elias, presented her application request at the Public Hearing immediately preceding the Plan Commission meeting. A list of Special Conditions was read at the hearing. Those conditions are attached to the Plan Commission Minutes. Chairman Schulteis invited questions from the Commission. There was discussion in regard to incoming/outgoing traffic from the site's driveway; and the visibility of the driveway for traffic heading east on Arthur Road. Chairman Schulteis suggested a caution sign such as "hidden driveway" be installed on the eastbound side of Arthur Road warning traffic of the applicant's driveway. The clearing of obstructing small trees and bushes to improve the driveway's visibility was suggested to the applicant. The Chairman noted concerns from neighboring property owners of noxious weed control on the applicant's property. Renee Elias stated they would keep weeds under control. William Whitney moved to recommend approval of the Conditional Use Permit for Donald and Renee Elias with the Conditions read at the Public Hearing (attached); and with the additional conditions of controlling noxious weed, and the installation of a caution sign near the applicant's driveway at the east bound side of Arthur Road. Such sign will be purchased and installed by the Town at the applicant's expense. Dennis Sang seconded the motion. All voted in favor and the motion carried.

- B. Site Plan Review by Slinger Soccer Club to construct a new Concession Stand at Polk Soccer Fields. Property located at 3680 State Hwy 60, Washington County, Wisconsin.**

MINUTES

MEETING OF THE PLAN COMMISSION

OF THE TOWN OF POLK WASHINGTON COUNTY

POLK TOWN HALL 3680 Hwy 60, Slinger, WI. 53086

Tuesday, October 04, 2016 7:30 PM Immediately Following Public Hearing

Representative for the Slinger Soccer Club, Sean Beaudry, presented the plans for new concession stand. The stand would be larger than the existing stand and would include a canopied area. The construction specifications were discussed. The building will be prefabricated by the Slinger high School construction workshop class and built on a concrete slab. The exterior will be vinyl siding in a red color scheme to match the colors of the Soccer Club. The roof will be black and the material is yet undecided. They are looking at both asphalt and metal roofing as options. Dennis Sang moved to recommend to the Town Board the approval of the concession stand for Slinger Soccer Club. Karen Reiter seconded the motion. All voted in favor and the motion carried.

F. Zoning Violations.

Secretary Groth reported that an inspection of the property on County Road C would take place later in the month with the goal to bring this property into compliance with junk related ordinances. Letters of noncompliance were sent to a local business on HWY 175 that has made site modifications without approval; and to an auto sales business on State HWY 60 for displaying cars and signage in the right of way; and to a property on Mayfield Road that is being utilized as a dwelling, but not constructed to dwelling code standards.

IV. Other Business

A. Correspondence: NONE

B. Informational Items:

Chairman Schulteis reported he attended an Ozaukee/Washington County meeting in Ozaukee County Transportation Department to discuss road conditions in Counties. This meeting was part of an effort by the Wisconsin Town's Association for improved State funding for roads and bridges in Wisconsin townships. Washington County chose not to sponsor this effort.

C. Zoning Board of Appeals Report.

Karen Reiter reported on the September 22, 2016 Zoning Board of Appeals Hearing. The applicant requested a variance to Sections 2.05 (2) (B) USE RESTRICTIONS and 2.06 (A) SITE RESTRICTIONS to allow the construction of a 30' X 48'X 12' pole shed accessory building on a parcel of land where no primary structure exists; and where the parcel did not abut a duly dedicated or established public or private road. The parcel was a 52 acre landlocked parcel located almost entirely in the floodplain with a limited building pad area. The applicant had owned abutting property with a primary structure. They sold that parcel. Without the primary structure, and without the provision that 50 percent of the applicant's income be derived from activities associated with the parcel, an accessory building cannot be constructed. The applicant was unable to meet the criteria set forth by the appeal process and therefore, the variance request was denied.

IV. Adjournment

Karen Reiter moved to adjourn the meeting. Dennis Sang seconded the motion. All voted in favor and the motion carried. The meeting adjourned at 8:20 PM.

Respectfully submitted,

Tracy Groth Zoning Secretary

MINUTES

MEETING OF THE PLAN COMMISSION

OF THE TOWN OF POLK WASHINGTON COUNTY

POLK TOWN HALL 3680 Hwy 60, Slinger, WI. 53086

Tuesday, October 04, 2016 7:30 PM Immediately Following Public Hearing

EXHIBIT A

Town of Polk Plan Commission

October 4, 2016

Potential Conditions – Pine Ridge Riding Center Conditional Use Permit Application

- Adequate legal fencing of paddock areas shall be provided to prevent horses from trespassing on any adjoining properties.
- Manure and animal waste shall be removed weekly (NOTE: The applicant reported to Washington County Soil Conservation that the facility's current practice is to remove waste weekly).
- Public access to buildings shall be limited to the barn, indoor riding arena, and classroom building.
- The Town may inspect the property for compliance.
- The Conditional Use Permit may be reviewed annually.
- Maximum allowed horses on the property at any given time shall be in accordance with Title X Zoning Ordinance relative to Domestic Animal Units.
- The permittee shall be solely responsible for ensuring compliance with any and all local, State, and Federal regulations pertaining to the operation of this equine boarding and horseback riding facility including those regulations as related to manure waste management.
- The applicant shall name the Town as additional insured and indemnify and hold harmless the Town against claims.
- This permit is specific to the applicant and is not transferable without Town Board Review and Approval.
- Any fees incurred by the Town for professional services or for the review of any preparation of the Conditional Use Permit or other related services for this application shall be paid by the permittee. In the event the Town is required to enforce any of the conditions, the permittee shall pay all professional fees incurred by the Town, including, but not limited to, attorney fees.
- Other conditions may apply as recommended after review by Washington County Land Use and the Town Attorney.
- The applicant shall control/destroy noxious weeds on the property in accordance with the Town's Noxious Weed Ordinance.

Before a Conditional Use Permit is issued, the Building Inspector shall inspect the public access buildings for appropriate egress from the buildings used by the public, exit lighting and other building codes as appropriate for the facility. A fire code inspection shall be conducted by the local fire department of the public areas of the property.

A caution sign shall be installed approaching the west side of the property ingress [ie: Hidden Driveway]. The Town will procure and install the sign. The applicant will reimburse the Town for the cost of the caution sign.